

**Los Angeles County Department of Mental Health
Transitional Age Youth System of Care (TAY-SOC)
Quality Improvement Committee Meeting**

Meeting Minutes: June 27, 2013
Location: West Central Mental Health
3751 Stocker St, Los Angeles 90008

Chair: Staci Atkins, Chairperson
Minutes: Debresha Mc Daniel

Start Time: 9am
End Time: 11am

Attendees:

Armstrong, Valerie-The Guidance Center
Atkins, Staci - DMH/SA 6 Administration
Auer-Arriaga, Christina - AFH-CRS/FSP/FCCS
Chae, Christine-Tessie Cleveland
Chavez, Joseph-St. Francis Medical Center
Crosby, Mary-DMH/QI Division
Davis, Margaret-Personal Involvement Center
Dinsay, Leah-DMH/Compton FMHC
Dobbs, Dr. Lori-DMH/QA Division
Downey, Keisha-Eggleston Youth Center
Echeverria, Liz - SCHARP/Barbour & Floyd
Espinosa, Lani-Crittendon
Fisher, Cathy - 1736 Family Crisis Center
Gaston, Windy-SSG Hopics
Gonzales, Jannelle-Hollygrove EMQ
Jimenez, Laura-Los Angeles Child Guidance Center
Kaiser, Dr. Ahmad-DMH/Specialized Foster Care
Kendrick, Elaine-DMH/West Central FMHC
Kim, Kathleen -Counseling4Kids
Leon, Lori-CII
Mace, Tsuilei-Shields for Families
McDaniel, Debresha-DMH/SA 6 Administration
Moore, Vynette-Shields for Families
Nguyen, Mimi-SSG/API

Oh, Agnes-Drew Child Development Center
Porter, Marcia- DMH/West Central FMHC
Ridgway, Angelia-DMH/AFH
Sanchez, Eddie-Counseling4Kids
Spears, Kimberly-DMH/SA 6 Administration
Sullivan, Ashlei-Didi Hirsch
Ullah, Sabrina-Tessie Cleveland
Vigil, Andy-Drew Child Development Center
Wilkerson, Kameelah-Hathaway-Sycamores
Woods, Rosary-Kedren Mental Health
Yu, Sherrie-The Guidance Center

Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Welcome & Introductions		
Agenda Item/Presenter	Discussion	Decisions/Scheduled Tasks
Review of Minutes for May	<ul style="list-style-type: none"> Standard 	<ul style="list-style-type: none"> Minutes were approved without corrections
Quality Improvement-Staci Atkins		
Cultural Competency Committee Updates	<ul style="list-style-type: none"> The committee is currently reviewing feedback related to Provider Directory; Staci will keep everyone posted in regards to final decision. Currently in the process of developing online Provider Directory so that changes can be done online. SA Provider Directory is need of more cultural services and Staci asked for feedback regarding gender: male, female, unknown, and other and expanding to all age groups. 	
Clinical Quality Improvement-OMD Report	<ul style="list-style-type: none"> Still working on online Clinical Incident Reporting Policy. Appointment policy will state that clients will be seen within 30 days. The Department is looking to incorporate a new suicide assessment rating scale into assessment documentation. (Colombia Suicide Rating Scale). Additional information forthcoming. 	

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Patients' Rights Office	<ul style="list-style-type: none"> Patients Rights is working on a policy regarding Notice of Action forms (training will be offered). Those who would like Medi-Cal Booklets please contact Patients Rights. 	
Test Calls	<ul style="list-style-type: none"> SA 6 Test Calls will take place July 14th-20th. Staci is still taking volunteers for English and other languages. 5 in English and 5 in another language are needed. Staci reminded committee that during the test calls, volunteers will need the name of the ACCESS. 	
APS/CAEQRO Site Visit	<ul style="list-style-type: none"> No specifics results have been disclosed but focus was on access to services for those who are non-English speaking clients. DMH is open to suggestions from providers regarding how to deal with timeliness of service. 	
Quality Assurance-Staci Atkins		
IBHIS Update	<ul style="list-style-type: none"> Stressed the importance of IBHIS information matching NPPES information. If it does not match the person will not be able to bill. All LE Provider information is due by June 30, 2013. A list will be created for staff hired after June 30th and new staff will be added after "go live." 	

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Photocopy Fees	<ul style="list-style-type: none"> Photocopy Fees only apply to Directly Operated agencies. Please follow RMD Bulletin. 	
QA Technical Assistance	<ul style="list-style-type: none"> Status of LPCC for Contract Agencies: LPCCs will be recognized for Contract Agencies. Information will be updated in the procedures code manual. Draft Quality Assurance Bulletin 13-04: Authorized RN: Still waiting for the policy to be signed but it is finalized. Changes will be implemented in the IBHS system. Draft Q/A Bulletin 13-05: Intensive Care Coordination and Intensive Home-Based Services: New services under Katie A. Five agencies have been selected to participate in a pilot program to provide Katie A. services. They are working on possibly having separate procedure for these services. 104.09 Clinical Documentation Policy Update: They are trying to simplify policy so that episode cycle dates will be rolling cycle dates. IBHS is trying to simplify it for the electronic system. The system does not go beyond one year and it's either active or inactive. 	<ul style="list-style-type: none"> See Handout

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<p>Updates</p> <p>Program Support Bureau Updates</p> <p>Service Area 6 Quality Assurance and Improvement Newsletter-April 2013</p> <p>Open Agenda</p>	<ul style="list-style-type: none"> Day Treatment Workgroup: Is expected to release a bulletin at the end of the month. Bulletin will address what to do when client leaves Day Treatment in the middle of treatment (how this should be billed). QA Guidelines for DO: make sure DO are submitting chart review tools on a quarterly basis. Next due date is July 15th. Organizational Providers Manual Changes: Authorization of RN, LPCC, Katie A. Thang Nguyen-Deferred Newsletter was reviewed. No meeting for July. Yolanda Whittington will be on vacation providers are to send their budgets to Kimberly Spears. 	

Staci Atkins

Staci Atkins

8/22/13

Date